



COUNTY OF LOS ANGELES

OFFICE OF THE ASSESSOR

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June 3, 2003

TO: Supervisor Yvonne Brathwaite Burke, Chair
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

FROM: Rick Auerbach

SUBJECT: **PERFORMANCE EVALUATIONS**

On May 22, 2003, I received a letter from Supervisor Molina regarding my department not being in compliance with the County's policy on performance evaluations. My department is in full compliance with Civil Service Rule 20.01 which requires a performance evaluation each year.

Our evaluations are reflective of performance in the prior fiscal year. We feel that the most effective evaluation is done as close as possible to the end of the rating period and to that end, 97% were completed within six months. The remaining evaluations will be completed by June 30, 2003. For fiscal year 2002-2003, our goal is to have all evaluations completed by October 1, 2003.

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c: David Janssen, Chief Administrative Officer

Michael Henry, Director of Personnel, Dept. of Human Resources